

Trustees of the Manchester City Library
Hunt Room
Minutes – May 19, 2008

Called to order the Monthly Meeting at 3:30pm.

In Attendance: Trustees Joanne Barrett, Patricia Cornell, Kevin Devine, Madeleine Roy, Chair Karen Sheehan Lord. Also, present Library Director Denise van Zanten and Foundation Chair Monique Brown.

Excused: Trustee Jack Shea, Jeff Hickok., Aldermanic Liaison Sullivan

Minutes: Motion made by Trustee Roy to accept the April 21, 2008 minutes, seconded by Trustee Barrett, all in favor.

Foundation Report:

Emphasis was on the Foundation Fundraiser to be held on Wednesday, May 21st. About 125-130 people will be attending. Tidewater Hospitality is handling everything and has things under control. Main Library will be closing at 3pm to get everything set up.

Motion was made by Trustee Barrett to approve the appointment of Jessica Ashby and Christiane Ackerson as new Foundation Board Members, seconded by Trustee Roy, all in favor after review of resumes by Trustees Devine, Roy, Barrett and Cornell.

Director's Report:

PERSONNEL – No new hires – 1 vacancy.

BUILDINGS – Tree limb is down behind main library and a small leak at West Branch, other wise everything is well.

Clean up of old patron records before migration to Polaris has begun. Have deleted all expired patrons who did not owe us money.

Children's Librarian Karyn Isleb is adding and deleting museum passes. She will be keeping SEE Science Center, Manchester Millyard Museum, Children's Museum of Portsmouth/Children's Museum of NH, Strawberry Banks, Canterbury Village, and Christa McAuliffe Planetarium, Currier Museum of Art. New passes are NH Historical Society Museum/Concord, Kaleidoscope Children's Museum/Concord, Sports Museum/Boston, The Children's Met/Derry and Zoo New England.

Museum Pass policy will be discussed at the next meeting.

Library has been experiencing a lot of intoxicated and belligerent patrons. This problem seems to be worse than other years. Police have been called security guards are being kept busy.

Meeting Room Policies will be brought up at a later date.

BUDGET – Library is \$94,304 short for FY09. Budget meeting will be held this evening and Director van Zanten will attend. Discussion was held on the impact this would have on the Library. Further discussion at next meeting.

Motion made by Trustee Devine to raise the fine rates effective July 1st for the following items:

.25 for CD, books, cassettes, and periodicals (\$5 max)

\$1.00 a day on framed prints (max \$10)

seconded by Trustee Barrett, all in favor.

Finance Report – Trust Fund FY09 percentages were reviewed by the Trustees. Trustee Devine would like Charles Matthews to change some equity into income investments to generate more income. Follow-up meeting with Charles Matthew should be made by Chair.

Fine budget for FY09 will be larger this year from \$38,000 to \$50,000 to be expended on library materials.

Old Business:

Discussion was held on the Children's Policy changing from K-6 grades to K-5. Policy was tabled until further information from other libraries is available and Children's Librarian can attend next meeting.

Insurance Policy – Motion was made to select CHUBB policy from Ferdinando Insurance by Trustee Devine, seconded by Trustee Roy, all in favor.

New Business: Trustee Kevin Devine has submitted his resignation from the Board. This was accepted with regrets. Does anyone have suggestions for new Trustee?

Also, Trustee Barrett is liaison from the Trustees to the Foundation. If she has conflicts could someone else attend the foundation meetings for her.

Adjourned at 5 pm